

CARMEL REDEVELOPMENT COMMISSION Meeting, Wednesday, March 16, 2011

President Bill Hammer called the meeting to order at 6:45 p.m. Commission members Carolyn Anker, Greg Phillips, David Bowers and Brad Meyer were present, constituting a quorum. Also present were Les Olds, Karl Haas, Don Cleveland, Michael Lee and Matt Worthley

Others present:

Gregg Dixon, Jason Springer, Steve Warne, Brandon Bogan and Jim Mullet

The Pledge of Allegiance was said.

Bid Opening

Mr. Olds referenced a project drawing and gave an overview of the project.

Mr. Dixon, Construction Manager with Signature Construction, opened and read aloud the bids for Motor Court; Parcel 5; Phase 1; P. 112 Veneer. [Please see attached bid tabulation results].

Approval of Minutes

February 9, 2011: Moved for approval by Ms. Anker, seconded by Mr. Meyer and unanimously approved.

February 16, 2011: Moved for approval by Mr. Meyer, seconded by Mr. Bowers and unanimously approved.

Financial Matters

Mr. Higgins announced the February 2011 end of month operating balance for the CRC General Fund is \$15,209,319. Mr. Higgins referenced a revised financial spreadsheet distributed at the meeting and outlined the changes that were made. Discussion ensued.

Mr. Higgins requested the Commission's approval to pay invoices for the CRC General Fund in the amount of \$1,017,706.66. Ms. Anker moved to approve CRC General Fund claims in the amount of \$1,017,706.66. Seconded by Mr. Bowers and passed unanimously.

Mr. Higgins requested the approval of PAC invoices for regular construction in the amount of \$1,085,829.62. Discussion ensued. Mr. Meyer moved to approve expenditures payable from the PAC Construction fund in the amount of \$1,085,829.62, seconded by Ms. Anker and passed unanimously.

Mr. Higgins stated that, due to the new role the Commission has undertaken in having its own treasurer, there are some general housekeeping matters that need to occur as part of the audit for the State Board of Accounts. Mr. Higgins noted the City has a capital asset policy that defines how assets are capitalized and sets a dollar limit and criteria. The Redevelopment Commission has followed the policy since the ordinance was adopted in

2004. Mr. Higgins stated that, since the Commission now does their own accounting, he would like the Commission to ratify the action to follow the ordinance that is in place by the City Council.

Mr. Hammer reiterated and confirmed the Commission is adopting the City's process that is in place and is also ratifying the regular practice the Commission has been following to date. Mr. Hammer stated the Commission is formalizing what they have been doing from the beginning since the City Clerk-Treasurer had been maintaining the capital records and is adopting the City's policy as a matter of practice. Mr. Hammer noted this follows all state statutes and policy.

Ms. Anker moved approval of the City of Carmel's Capital Asset Policy, codified as City of Carmel Ordinance No. D-1680-04. Seconded by Mr. Bowers and passed unanimously.

Mr. Olds outlined a handout listing change orders to be approved and reiterated that all change orders issued must be approved by the Redevelopment Commission to satisfy the State Board of Accounts. Discussion ensued. Ms. Anker moved to ratify the Change Order for the Center for the Performing Arts and the City Center project streetscape, per State Board of Accounts requirements, in the amount of \$539,203. Seconded by Mr. Meyer and passed unanimously.

Committee Reports

No business has come before the Plan Review and Interior Design Panel since the last meeting.

Ms. Anker stated the Finance Committee has held three meetings in which they identified membership and determined objectives. Ms. Anker stated the committee is working through understanding historical financial information of the Commission and will be putting together financial tools that will help allow the Commission to be more proactive in communicating the overall financial picture of the Commission. Ms. Anker stated the next meeting date is March 24, 2011.

Mr. Meyer stated the Administrative Committee met on Friday, March 11, 2011 to discuss the makeup of the CRC's employment package. Mr. Meyer stated they are currently waiting on legal opinion regarding compliance with state laws. Administrative committee meetings will be on hold until the opinion is received. Mr. Bowers shared he had a conversation with an employee leasing company and requested their opinion as another option to include in the discussion. Mr. Bowers stated he will send the information when received.

Update on Properties

Mr. Olds opened the floor to questions regarding properties outlined in the monthly Commissioners' packet.

Discussion ensued regarding the basement flooding in the Palladium and the Peele House renovation.

Mr. Weddle with REI Construction, Project Manager for Parcel 7B/C, gave an update and slideshow presentation on the construction progress. Discussion ensued with regards to the Center Green and amphitheater.

Old Town Arts & Design District

Mr. Olds announced a Gallery Walk was held on Saturday, March 12 with good attendance and reported sales. The Gallery Walks will continue on a regular basis the second Saturday of each month in 2011.

Mr. Olds also announced the staff has negotiated an agreement with Chuck Lazzara for use of the green space off of the Monon and Main Street for Jazz on the Monon events.

Old Business

None at this time.

New Business

Approval of Amendment to 4CDC Bylaws

Mr. Haas stated that amendments to the bylaws of the 4CDC require approval by the Commission and the Mayor. Mr. Haas stated the question arose as to whether or not 4CDC board members are subject to the same conflict of interest standards as apply to other board members for City agencies such as the Redevelopment Commission. Mr. Haas stated the 4CDC is a private organization and therefore not subject to either Indiana statutes or to any Carmel ordinances with regards to conflicts of interests; however, it is not a bad idea to have the board members subject to the same conflicts of interest and disclosure standards that apply to the Redevelopment Commission and other Carmel City agencies.

The 4CDC board has adopted a resolution that would require those disclosures and cause the conflict of interest standards to be applied. Mr. Haas requested approval to amend the bylaws to add the conflict of interest provisions.

Ms. Anker questioned if these standards mirror the City standards. Mr. Haas confirmed the 4CDC's standards mirror the City standards to the extent possible.

Mr. Bowers moved to approve Resolution 2011-2 Re: First Amendment to Bylaws of Carmel City Center Community Development Corporation, seconded by Ms. Anker. Passed unanimously.

Approval of P. 111 Veteran's Way Hanover Square Fountain Contract

This work was bid in 2010 as part of the overall package for construction of the Veteran's Way roadway system. Mr. Olds stated this was one of the alternates of the package, but was held aside due to funding. Mr. Olds stated funds are now available to cover the project and requested approval of \$364,650 to carry out the work.

Discussion ensued with regards to maintenance of the fountain and the budget.

Mr. Bowers moved to approve P 111, Veteran's Way/Hanover Square Fountain contracts in the amount of \$364,650, subject to available funding. Seconded by Ms. Anker and unanimously approved.

Other Business

None at this time.

Announcements

None at this time.

Adjournment

Ms. Anker moved the meeting be adjourned and seconded by Mr. Meyer. The meeting was adjourned at 7:43 p.m.

The next regularly scheduled meeting is Wednesday, April 20 at 6:30 p.m.



Public Bid Opening

Introduction: General Characteristics and Planning Conference Dates

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	Variance	\$		\$		\$
Budget		\$	148,500.00		\$	213,000.00
Total Budget		\$	869,200.00		\$	1,404,500.00
Total Bids		\$	972,800.00		\$	1,464,500.00
			(GB 000 00)			
Variance	\$		103,600.00	\$		164,500.00
		\$	34,500.00		\$	13,000.00
		\$	82,000.00		\$	3,750.00
		\$	5,500.00		\$	5,500.00

PART 1 - BIDDER INFORMATION

PART 2 - BID PROPOSAL
PART 3 - CONTRACT ITEMS AND UNIT PRICES
PART 4 - CONTRACT DOCUMENTS AND ADDENDUMS
PART 5 - EXCEPTIONS
PART 6 - FINANCIAL STATEMENT
PART 7 - ADDITIONAL DECLARATIONS
PART 8 - NON-COLLUSION AFFIDAVIT
PART 9 - SIGNATURES

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